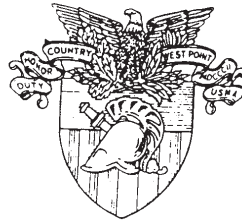




U.S. SENATOR RICHARD C. SHELBY'S

Service Academy Nomination Application Packet Classes Entering 2004



Enclosed:

- Information Sheet
- Minimum Requirements
- Application Form
- Recommendation Forms



U.S. SENATOR RICHARD C. SHELBY'S Information Sheet 2004

UNITED STATES SERVICE ACADEMIES APPLICATION

Note: please read the information below before completing academy forms.

I. GENERAL INFORMATION

Because of the extremely keen competition for nominations, you are urged to apply to every nominating authority which your eligibility allows, (i.e., Senator Sessions, your Congressman, Presidential, Vice-Presidential, Children of Deceased or Disabled Veterans, etc.). However, if you receive a nomination from another source, I will not be able to duplicate that nomination. While you are encouraged to apply to a number of sources if eligible, you should not specify a different academy with each one. In order that more Alabama applicants will have an opportunity to be reviewed by the academies, please let me know immediately if you are nominated by another authority. Additionally, should you change your career goals, please notify me. This will offer the opportunity to another student.

Each Congressional Office uses a selection process that is designed to meet its own needs and standards. The different procedures are often confusing to applicants who apply to more than one source. Last-minute misunderstandings can be avoided by carefully studying and following the instructions of each office.

Please complete the enclosed application as instructed - following the specific requirements indicated. Limit the number of recommendation letters to three (3) — make sure the letter is from the proper individual from your school (see inside for details) and the recommendations from two others that are the most beneficial to you. Have any additional recommendations sent to the Service Academy of your choice where you have opened a pre-candidate file.

Certain information is required as outlined below for you to be considered as an applicant. It is your responsibility to submit and update the required information. All applications must be post-marked no later than Friday, November 21, 2003. Any additional or updated information may be submitted until December 5, 2003. You will be notified at the end of January 2004 regarding the outcome of your service academy application.

Careful thought should be given to your first choice of an academy. Second choices can be considered only in the event that there are not a sufficient number of qualified candidates in an academy category to fill a slate of nominations. (First-choice designations may be changed at any time before nominations are made.)

II. REQUIREMENTS

A. Residency - Applicant must be a legal resident of Alabama.

B. Application Form - The enclosed application must be completed and returned promptly. Formal candidacy is established in my office upon receipt of the application. It is not necessary that you send all the required information at once. If your application is not received within a reasonable time after your initial inquiry, it will be presumed that you are no longer interested in pursuing a nomination. The manner in which an application is treated and how it is handled by the young student making application indicates the seriousness of the individual. All the Service Academies place an increasing amount of importance on how the application process is viewed and processed.

C. Recommendation Form - The enclosed recommendation form must be completed by your school Guidance Counselor or Principal and returned to my office. In addition to the form, only three letters of recommendation are needed. Often, students are under the impression that the quantity of recommendation letters is most helpful. On the contrary, three recommendations of quality are more meaningful, especially if the author has firsthand knowledge of the candidate.

D. Transcript - An official transcript of your high school and class rank must show your final junior grades and numerical class rank (percentile ranks are not acceptable). If you apply before this information is available, it is your responsibility to request your Guidance Counselor to send an up-to-date transcript and to keep your records current.

E. College Boards - The SAT and ACT are required entrance examinations by the Service Academies for candidates who are ultimately admitted. Applicants are responsible for taking these tests and for requesting scores to be sent to the academy/academies and to my office. You must be tested before December 5, 2003 for purposes of my office. Therefore, the SAT test administered on Saturday, November 1, 2003, is the last test which you may take if the results are to be received in my office before the deadline. Please direct SAT scores to my office by indicating 1745 as the code and Senator Richard Shelby of Alabama as the score recipient on the CEEB form. If you are unable to include my office in your original choices for test reports, send me a copy of the report you receive in order to save time and the additional report fee. If you submit more than one set of scores, the higher scores will be counted. For your convenience, I have enclosed the dates of the SAT/ACT tests for this year as well as the addresses of the SAT and ACT admissions Boards which are as follows:

Registration Department (ACT)
American College Testing Program
Post Office Box 414
Iowa City, Iowa 52243

College Entrance Examination
Box 52
Princeton, New Jersey
08540-6201

F. Qualifying Medical Examination - The individual academies will recommend a schedule of medical examinations to the Department of Defense Medical Examination Review Board (DODMERB) after receipt of the pre-candidate questionnaire, which is used to open a pre-admission file at the academy. There is no cost to the candidate for the examination. Be sure to mail the appropriate yellow, blue, green or white cards as soon as possible to the corresponding academy/academies.

G. Leadership - Leadership and physical fitness are judged from the information provided on your application form. This information should be kept up-to-date. Unlike civilian colleges, the Service Academies place strong emphasis on physical training. In addition, the academies place a high premium on leadership and extracurricular activities. Therefore, consideration must be given to each candidate's proven ability in these areas. It must be noted, however, that leadership can also be evident in areas other than athletics.

III. TYPE OF NOMINATION - COMPETITIVE

Ten candidates will be selected as nominees for each vacancy at each of the academies. At the Merchant Marine Academy, ten candidates will be selected as nominees each year. However, the Merchant Marine Academy does consider qualified alternates from different states. This makes the chances of selection appear more within one's grasp. The Merchant Marine Academy also requires an admittance age of 17, however, unlike the other Service Academies, the maximum age is 25. Attendees at the King's Point Academy are also allowed to be married with the provision that they are not domiciled together on or off the campus.

IV. BASIS FOR SELECTION

Selections are made competitively on the basis of a composite of academic factors (60%) and leadership potential, extracurricular activities, physical fitness, and recommendations (40%). The following are included:

A. School records, class rank, and grade point average.

B. College Board Scores - Normally a competitive candidate will have SAT scores above 500 in verbal and 550 in math, or ACT scores above 22 in English and 26 in math and will stand in the upper 20% of his or her class. The higher your scores and class standing, the greater will be your chance for a nomination, assuming qualification in the remaining areas of consideration.

C. Motivation - One of the most important considerations in the selection of a nominee is motivation - the candidate's desire to attend an academy. It is also the most difficult to measure. To an extent, motivation can be judged by the candidate's diligence in completing his or her file, which is one reason an applicant with an incomplete file is not considered for a nomination.

ALL CORRESPONDENCE REGARDING THE SERVICE ACADEMIES SHOULD BE SENT TO:

U. S. Sen. Richard C. Shelby
1118 Greensboro Avenue #240
Tuscaloosa, Alabama 35401
Attention: Melissia Davis
(205) 759-5047
FAX: (205) 759-5067



U.S. SENATOR RICHARD C. SHELBY'S Minimum Requirements

Note to Applicant: The completion of these requirements makes one eligible, but does not guarantee a nomination. Senator Shelby will submit ten nominations to each academy, and selection is competitive. If you have not yet started a pre-candidate file at the academy of your choice, do so immediately!

	Minimum Requirements	Minimum Scores	Avg. Scores at Academy
U.S. NAVAL ACADEMY			
Director of Candidate Guidance Annapolis, Maryland 21402-5019 1-800-638-9156	U.S. Citizen/Age 17-21 Unmarried/No Dependents Nomination PAE and DODMERB exams 6 yrs. Post-grad Active Duty	SAT V-600, M-600 ACT E-26, M-26 Highest is taken	Not Applicable
U.S. AIR FORCE ACADEMY			
Director of Admissions Colorado Springs, CO 80840-5651 719-472-2520	U.S. Citizen/Age 17-21 Unmarried/No Dependents Nomination CFT and DODMERB exams 6 yrs. Post-grad Active Duty	SAT V-580, M-560 ACT E-24, R-24 M-25, SC-25 Highest is taken	SAT V-635, M-661 ACT E-27, R-30 M-29, SC-29
U.S. MILITARY ACADEMY			
Director of Admissions West Point, New York 10996-1797 914-938-4041	U.S. Citizen/Age 17-21 Unmarried/No Dependents Nomination PAE and DODMERB exams 6 yrs Post-grad Active Duty	SAT V-560, M-560 ACT E-20, M-23 Highest is taken	SAT V-561, M-646 ACT E-27, M-28
U.S. MERCHANT MARINE ACADEMY			
Admissions Office Kings Point, New York 11024-1699 1-800-732-6267	U.S. Citizen/Age 17-25 No Marriage Restriction Nomination/Congressional Only DODMERB exams 8 yrs. Post-grad Reserve Duty 5 yrs. maritime industry	SAT V-480, M-520 TOTAL 1050 Minimum ACT E-21, M-25 Highest is taken	SAT V-542, M-593 ACT-Not Applicable
U.S. COAST GUARD ACADEMY			
Director of Admissions New London, Connecticut 06320 203-444-8444	U.S. Citizen/Age 17-21 Unmarried/No Dependents NO NOMINATION REQUIRED DODMERB exam only. 6 yrs. Post-grad Active Duty	No scores are necessary	Not Applicable

NOTE: Overall SAT and ACT scores must equal the sum of the minimums to qualify for an interview.

PAE - Physical Aptitude Exam

CFT - Candidate Fitness Test

DODMERB - Department of Defense Medical Examination Review Board

U.S. Sen. Richard Shelby - Alabama
1118 Greensboro Ave. #240
Tuscaloosa, AL 35401
205 759-5047
FAX 205 759-5067



U.S. SEN. RICHARD C. SHELBY'S U.S. Service Academy Nomination Application Form

(PLEASE PRINT CLEARLY OR TYPE)

Please rank the academies 1-4. Academies that you have not applied to, please leave blank.

_____ U.S. Naval Academy

_____ U.S. Air Force Academy

_____ U.S. Military Academy

_____ U.S. Merchant Marine Academy

I. Personal Data:

SS# _____

Full Legal Name: _____
LAST FIRST MIDDLE

Perm. Address: _____

Temp. Address: (if any) _____

Give date temp. address no longer applies: _____

Phone#(s): _____

Are you a U.S. Citizen? (*circle one*) Y / N Date and Place of Birth: _____

Father's Name: _____

Father's Address: (*If different from above*) _____

Father's Phone (Home): _____ Phone (Work): _____

Mother's Name: _____

Mother's Address: (*If different from above*) _____

Mother's Phone (Home): _____ Phone (Work): _____

Name of High School: _____ Date of Graduation: (m/yr) _____

High School Address: _____

High School Phone: _____ Counselor's phone: _____

II. Academic Data:

G.P. A. (weighted) _____ G.P.A. (unweighted) _____

ACT Scores: E _____ M _____ R _____ Sc _____ SAT Scores: V _____ M _____

Or date ACT to be taken (m/yr) _____

Or date SAT to be taken (m/yr) _____

Class Rank: _____ of _____ (Top _____ %)

Currently attending: High School Jr. College 4-yr. College Prep School

If college, are you attending on a scholarship? If yes, explain: _____

III. Leadership Data/Extra-Curricular Activities: (indicate year(s))

Please check all applicable:

_____ Boys'/Girls' State or Nation	_____ (years)	_____ Church Membership	_____ (years)
_____ Eagle Scout	_____ (years)	_____ Civic Organizations	_____ (years)
_____ Boy Scout/Girl Scout	_____ (years)	_____ Football	_____ (years)
_____ Key/Interact Club	_____ (years)	_____ Baseball/Softball	_____ (years)
_____ National Honor Society	_____ (years)	_____ Basketball	_____ (years)
_____ President or Officer of		_____ Swimming	_____ (years)
Class/Student Council	_____ (years)	_____ Track/Cross Country	_____ (years)
_____ President or Officer of School Club	_____ (years)	_____ Volleyball	_____ (years)
_____ Academic Honors Club	_____ (years)	_____ Wrestling	_____ (years)
_____ School Band/Chorus	_____ (years)	_____ Other Sport	_____ (years)
_____ School Newspaper/Yearbook Editor	_____ (years)	_____ Civil Air Patrol & Navy Sea Cadets	_____ (years)
_____ Jr. ROTC Officer	_____ (years)	_____ List other(s)	
_____ Debate Club	_____ (years)	_____	_____ (years)
_____ Language	_____ (years)	_____	_____ (years)
_____ Hours worked per week (after school)	_____ (years)	_____	_____ (years)
_____ Hours worked per week (summer)	_____ (years)	_____	_____ (years)

IV. Essay: *Briefly state why you want to attend the academy of your choice. (50 words or less)*

V. Attachments: *You are encouraged to attach a one page resume or list of honors and awards, activities or any information you feel is pertinent to your application.*

VI. Signature: *I, the undersigned, declare that the information I have provided on this application form is true and correct, and complete to the best of my knowledge.*

Signature of Applicant

Date

Please print your name as it appears on the line above.

U.S. Sen. Richard Shelby - Alabama
1118 Greensboro Ave. #240
Tuscaloosa, AL 35401
205 759-5047
FAX 205 759-5067



U.S. SEN. RICHARD C. SHELBY'S
U.S. Service Academy Nomination Recommendation Form
(RF#1)

NOTE TO CANDIDATE: You are required to submit three recommendation forms -- (1) from your high school counselor or principal, and (2) others from a math or science teacher, coach, employer, or someone who knows you well. Have them return the completed forms to you in a sealed envelope with their signature across the seal. Send recommendation forms, application form, transcripts, and SAT or ACT scores to the Tuscaloosa office (address above) by the **DECEMBER 5th DEADLINE!**

1. Name of Applicant _____
Last First Middle
Address _____
Street City/State Zip

NOTE TO CANDIDATE, PRINCIPAL OR COUNSELOR: This form must be completed by a high school principal or guidance counselor. You may feel free to attach a letter, however, please note that the completion of this form and your signature is a requirement. Please type or print and return the completed form to the candidate in a sealed envelope with your signature across the seal. Send recommendation forms, transcripts, and SAT and/or ACT scores to my Tuscaloosa office (address above) by the **DECEMBER 5th DEADLINE!**

Unweighted GPA: _____ SAT Score: M _____ V _____
Weighted GPA: _____ ACT Score: E _____ R _____
Class Rank/Size: _____ M _____ Sci. R _____
Composite _____

Date: _____ Signature: _____

2. How long have you known the applicant and in what capacity? _____

3. What do you consider to be the applicant's talents or strengths? _____

4. What do you consider to be the applicant's weaknesses? _____

5. Do you know of any personal circumstances or conditions which might effect the applicant's performance at the academy? _____ If yes, please explain:

(RF#1)

6. Please give us your appraisal of the applicant in terms of the qualities listed below. Leave blank those which you have no information about.

	Usually Outstanding Top 5%	Superior Top 15%	Excellent Top 1/3	Good Mid. 1/3	Average Bot 1/3	Poor Top 2%
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Intellectual
Ability

Ability to Work
With Others

Leadership
Qualities

Imagination
and Creativity

Motivation
Maturity

Overall
Character

7. Please comment on the ratings that you have assigned in item 6, and any additional statement about the applicant's record, potential, or personal qualities which you believe would be helpful in considering this person's application for one of the service academies. (*Do not hesitate to attach an additional sheet.*)

Recommender's Signature _____

Recommender's Name (*please print*) _____

Position or Title: _____ School or Firm: _____

Address: _____

Street

City

State

Zip

Please return this form in a sealed and signed envelope directly to the applicant as soon as possible.

U.S. Sen. Richard Shelby - Alabama
1118 Greensboro Ave. #240
Tuscaloosa, AL 35401
205 759-5047
FAX 205 759-5067



U.S. SEN. RICHARD C. SHELBY'S
U.S. Service Academy Nomination Recommendation Form
(RF#2)

NOTE TO THE CANDIDATE AND RECOMMENDER: You are required to submit three recommendation forms—Form (RF#1) from your high school counselor or principal, and (2) others (RF#2 and RF#3) from a teacher, coach, employer, or some who knows you well. Remember this is form number two (RF#2). Please type or print and return the completed form to the candidate in a sealed envelope with your signature across the seal. Send recommendation forms to the Tuscaloosa office (address above) by the **DECEMBER 5th DEADLINE!**

1. Name of Applicant _____
Last First Middle
Address _____
Street City/State Zip

NOTE TO RECOMMENDER: The person whose name appears above is applying for admission to one of the United States Service Academies. The academies provide a college education leading to a career as a military officer. The questions posed below suggest the kind of information that would be helpful in the selection process; however, it is provided for your convenience only, and we would welcome your additional comments in whatever form you see appropriate. Your assistance in this candidate's evaluation is very helpful to us and is greatly appreciated. Please seal and sign the back flap of the envelope and return to the candidate, who will submit it unopened with his/her application. Please know their **DEADLINE IS DECEMBER 5th!**

2. How long have you known the applicant and in what capacity? _____

3. What do you consider to be the applicant's talents or strengths? _____

4. What do you consider to be the applicant's weaknesses? _____

5. Do you know of any personal circumstances or conditions which might effect the applicant's performance at the academy? _____ If yes, please explain:

6. Please give us your appraisal of the applicant in terms of the qualities listed below. Leave blank those which you have no information about.

	Usually Outstanding Top 5%	Superior Top 15%	Excellent Top 1/3	Good Mid. 1/3	Average Bot 1/3	Poor Top 2%
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Intellectual
Ability

Ability to Work
With Others

Leadership
Qualities

Imagination
and Creativity

Motivation
Maturity

Overall
Character

7. Please comment on the ratings that you have assigned in item 6, and any additional statement about the applicant's record, potential, or personal qualities which you believe would be helpful in considering this person's application for one of the service academies. *(Do not hesitate to attach an additional sheet.)*

Recommender's Signature _____

Recommender's Name *(please print)* _____

Position or Title: _____ School or Firm: _____

Address: _____

Street

City

State

Zip

Please return this form in a sealed and signed envelope directly to the applicant as soon as possible.

U.S. Sen. Richard Shelby - Alabama
1118 Greensboro Ave. #240
Tuscaloosa, AL 35401
205 759-5047
FAX 205 759-5067



U.S. SEN. RICHARD C. SHELBY'S
U.S. Service Academy Nomination Recommendation Form
(RF#3)

NOTE TO THE CANDIDATE AND RECOMMENDER: You are required to submit three recommendation forms—Form (RF#1) from your high school counselor or principal, and (2) others (RF#2 and RF#3) from a teacher, coach, employer, or some who knows you well. Remember this is form number three (RF#3). Please type or print and return the completed form to the candidate in a sealed envelope with your signature across the seal. Send recommendation forms to the Tuscaloosa office by the **DECEMBER 5th DEADLINE!**

1. Name of Applicant _____
Last First Middle
Address _____
Street City/State Zip

NOTE TO RECOMMENDER: The person whose name appears above is applying for admission to one of the United States Service Academies. The academies provide a college education leading to a career as a military officer. The questions posed below suggest the kind of information that would be helpful in the selection process; however, it is provided for your convenience only, and we would welcome your additional comments in whatever form you see appropriate. Your assistance in this candidate's evaluation is very helpful to us and is greatly appreciated. Please seal and sign the back flap of the envelope and return to the candidate, who will submit it unopened with his/her application. Please know their **DEADLINE IS DECEMBER 5th!**

2. How long have you known the applicant and in what capacity? _____

3. What do you consider to be the applicant's talents or strengths? _____

4. What do you consider to be the applicant's weaknesses? _____

5. Do you know of any personal circumstances or conditions which might effect the applicant's performance at the academy? _____ If yes, please explain:

(RF#3)

6. Please give us your appraisal of the applicant in terms of the qualities listed below. Leave blank those which you have no information about.

	Usually Outstanding Top 5%	Superior Top 15%	Excellent Top 1/3	Good Mid. 1/3	Average Bot 1/3	Poor Top 2%
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Intellectual
Ability

Ability to Work
With Others

Leadership
Qualities

Imagination
and Creativity

Motivation
Maturity

Overall
Character

7. Please comment on the ratings that you have assigned in item 6, and any additional statement about the applicant's record, potential, or personal qualities which you believe would be helpful in considering this person's application for one of the service academies. (*Do not hesitate to attach an additional sheet.*)

Recommender's Signature _____

Recommender's Name (*please print*) _____

Position or Title: _____ School or Firm: _____

Address: _____

Street

City

State

Zip

Please return this form in a sealed and signed envelope directly to the applicant as soon as possible.